



HEADQUARTERS  
**OCEAN COMPOSITE SQUADRON NJ065**  
**CIVIL AIR PATROL**  
UNITED STATES AIR FORCE AUXILIARY  
TOMS RIVER, NJ 08754  
Robert J Miller Airpark (MJX)  
Phone: 732-240-1212

25 October 05

**MEMORANDUM FOR ALL PILOTS USING R.J. MILLER AIRPARK**

SUBJECT: ACCESS TO CAP AIRCRAFT AT MJX

1. The following procedures are required to access CAP aircraft based at R.J. Miller Airpark, Toms River, New Jersey. The aircraft are located at the CAP Building (Building 51) at the airport. Directions to the CAP building are given in Figure 1 below.

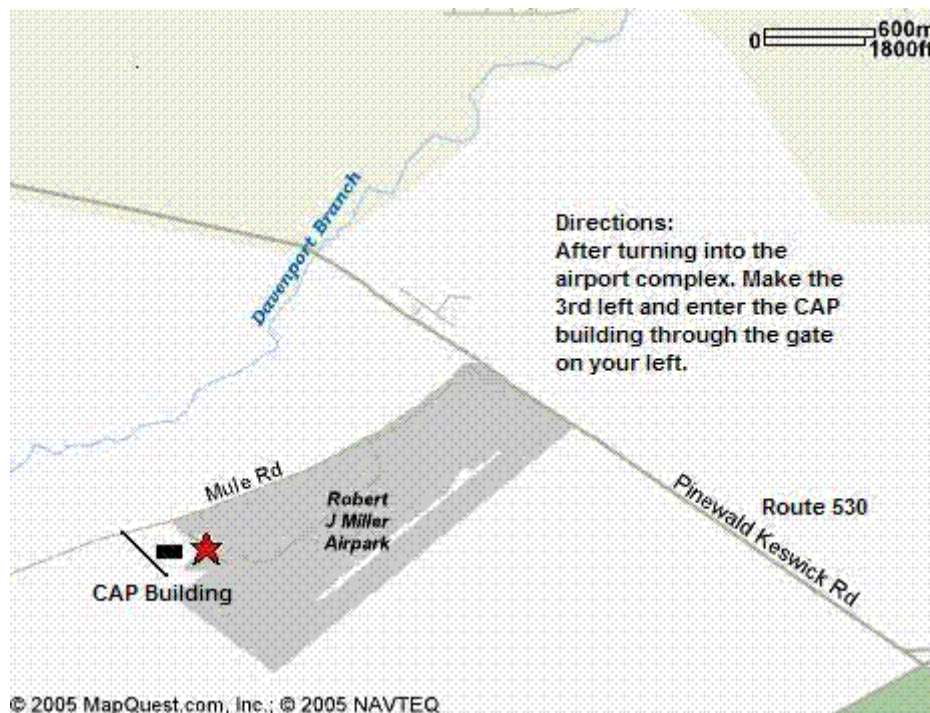


Figure 1 – R. J. Miller Airpark

The access code to the gate and the building can be obtained from the Incident Commander for missions or from the aircraft scheduler for normal flight operations. If you do not have the access codes, the Ocean County Sheriff's Department patrols the airport and will unlock the gate and the building. Telephone the Sheriff's Department

Radio Room at (732) 349-2010 at least 15 minutes prior to arriving at the airport. The dispatcher will contact the officers on duty and they will meet you at the gate. **You must be in uniform and show your CAP ID card to the officers to gain access.**

During the warm weather months, the aircraft will be in a tie down next to the building. Open the small gate at the corner of the building to access the ramp and the aircraft.

During the colder months, the aircraft will be stored in the hangar. To enter the hangar, go the front door of the building, dial the combination into the lock box, remove the key and unlock the door. Return the key to the lockbox, close the box and spin the combination wheels. Once inside, the entrance to the hangar is straight ahead.

The hangar door can be opened by removing the locking pins and sliding the doors to the right.

**NOTE: IT IS IMPERATIVE THAT THE BUILDING IS SECURED PRIOR TO DEPARTING ON A MISSION OR FLIGHT; INCLUDING THE HANGAR DOORS. THE SHERIFF'S DEPARTMENT WILL NOT PERMIT THE BUILDING TO BE LEFT UNATTENDED.**

#### TAXI INSTRUCTIONS:

The taxiway between the CAP ramp and the main portion of the airport is unlit, contains several rough areas and has trees close to the taxiway. **USE CAUTION.** Taxi slightly to the *right* of center as you leave the CAP ramp and slightly to the *left* side on return. This will provide an extra margin of clearance between the wingtips and the trees on the side of the taxiway.



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